



Minutes Tempe Veterans Commission October 3, 2017

Minutes of the TEMPE VETERANS COMMISSION held on Tuesday, October 3, 6:00 p.m., at the Tempe, Public Library, 2nd Floor Board Room 3500 S. Rural Road, Tempe, Arizona.

(MEMBERS) Present:

Keith Finkle, Chair
Michelle Bravo, Vice-Chair
Mario Aguirre
Scott Essex
Lauren Hyre
Patricia Little-Upah
Michelle Lopusky (telephonically)
Troy Friedman
David Lucier

(MEMBERS) Absent:

Laura Skotnicki

City Staff Present:

Valerie Kime Trujillo, Human Services Deputy Director
Melissa Placencia, Administrative Assistant

Guests Present:

Stephanie Michael, Arizona Department of Veterans Services

Agenda Item 1 – Call to Order

Chair Keith Finkle called the meeting to order at 6:00 p.m.

Agenda Item 2 – Public Appearances

Stephanie Michael introduced herself to the Commission. Stephanie will be replacing former Commission Member Bryan Durham's recent vacancy as the Arizona Department of Veterans Services.

Agenda Item 3 – Review and Approval of September 19, 2017 Minutes – (Motion Required)

Commission Member Patricia Little-Upah and Vice-Chair Michelle Bravo noted some errors under agenda items 5 and 9.

MOTION: Commission Member David Lucier moved to **APPROVE** the minutes as amended.

SECOND: Motion Seconded by Commission Member Vice-Chair Michelle Bravo

DECISION: Minutes unanimously **APPROVED**

Agenda Item 4 – Strategic Plan – Implementation Steps [\(attached\)](#)

Commission Member Lauren Hyre reviewed the implementation handout to better assist with the Commission Member projects. The process will assist with Commission Member projects to stay on track and focused. Commission Members will submit the implementation handout a week prior to Commission meetings regarding their project prior to any upcoming meetings to make readily available at future meetings.

Agenda Item 5 – Commission Member Projects

Chair Keith Finkle expressed the need for a website that is accurate and relevant to the Veterans population. A protocol/process for the Veterans event calendar on the website also needs to be developed. The Commission would like the City of Tempe to identify who the Veterans population is in Tempe so they can be better served. Commission Member Troy Friedman suggested a “meet and greet”. Chair Keith Finkle and Vice-Chair Michelle Bravo suggested adding events/content to a spreadsheet, emailing the Commission secretary who then submits the calendar to Valerie or Melissa. The Commission would then vote to approve and submit to the City Public Information Officer.

Commission Member Lauren Hyre asked for any connections Commission Members may have in the community to support with Commission Projects. Lauren will compile a flyer specific to her project, submit to Valerie who will then submit to the Commission.

Agenda Item 6 – 2017 Boards and Commissions Annual Report

The Commission reviewed the 2017 Boards and Commissions Annual Report. Commission Members will prepare goals and accomplishments for the next meeting.

Agenda Item 7 – Veteran Supportive Businesses Discussion

Commission Member Mario Aguirre:

- Navigator Training:
 - Commission Member Lauren Hyre noted it would be beneficial to have members of every City of Tempe department attend the training

Agenda Item 8 – Future Agenda Items – November 7, 2017

- Implementation Worksheet Submissions
- Calendar/Event Submissions
- 2017 Boards and Commissions Annual Report – Final Review and Approval

Agenda Item 9 - Adjournment

Meeting adjourned at 7:40p.m.

Next meeting will be on November 7, 2017

Minutes Prepared by: Melissa Placencia
Reviewed by: Valerie Kime Trujillo

Keith Finkle, Chair
Tempe Veterans Commission

Implementation Worksheet

Strategic Direction

Accomplishment title (what)

Objective:

Start Date:

End Date:

Implementation Steps (how)

When

Who

Team members:

Collaborators or partners

Evaluation measures

Special Considerations